



Single unit application form

Single unit enrolment

Single units are taken outside an award course. You won't be enrolled in a Monash University degree program and won't receive an award at the completion of study; however, you can purchase an official transcript of your results.

You can apply for a maximum of 4 units (24 credit points) in a single semester. Contact the teaching faculty before lodging your application to establish any additional entry requirements.

Units available

You can select from a wide range of units. Specific unit outlines are available in the Monash University Handbook at: monash.edu/pubs/2018handbooks/how-to-use-the-handbook.html.

English language requirements

You must satisfy the minimum English language requirements for admission to single units, and provide evidence of meeting these (see **Section E** of this form).

Prerequisites

Where specified in unit outlines, you must provide evidence of meeting prerequisites (see **Section F** of this form).

Off-campus learning

Some units are available by distance education. If you select this mode of study you must indicate your preferred off-campus exam location in Section C. See locations at: monash.edu/exams/conduct-venues/off-campus

Lodging your application

All Australian campuses

Submit your application to the faculty you're applying to study with. If you wish to study units in more than one faculty you will need to submit a separate application to each faculty.

Closing dates and faculty information

For closing dates, see single unit study at: monash.edu/admissions/other-pathways/single-unit-enrolment. If you need more information, contact the managing faculty: monash.edu/students/contacts.

Enrolment

Approval is at the discretion of the faculty. Enrolment is determined on a semester-to-semester basis so we can't guarantee enrolment. You'll be advised in writing of the outcome of your application and enrolment details.

If you're enrolling in a single unit as an entry pathway to an award program, see the Monash University Credit Policy in relation to limits on credit: monash.edu/data/assets/pdf_file/0015/802302/Credit-Policy.pdf.

Fees

You'll be charged a fee for the single unit, to be determined by the enrolling faculty. Commonwealth Supported Places (CSP) and FEE-HELP aren't available for single unit enrolment.

When your fees have been assessed we'll email your Monash account to view your fee statement in the Web Enrolment System (WES) at: my.monash.edu.au/wes/

Privacy Statement

The information on this form is collected for the primary purpose of assessing your application for single unit study. Other purposes of collection include communicating with you, co-ordinating, administering and managing your enrolment and de-identified statistical analysis. Personal and unit enrolment information may be disclosed to a relevant tertiary educational institution for verification of your studies and unit enrolment management and administration purposes. If you do not complete all questions on this form it may not be possible for the application information to be assessed by your enrolled faculty. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer in writing at: privacyofficer@monash.edu

RECEIVED	
Please retain this copy as proof that your application has been submitted	
Student ID number	<input type="text"/>
Tracking Number	<input type="text"/>
Faculty Stamp	<input type="text"/>



Tracking number:

Faculty sent to:

Campus:

Section A Personal detailsHave you ever applied to, or enrolled at, Monash University? Yes No

If yes, please state student ID number

Family name

Given names

Gender (F, M or X)

Date of birth

Day

Month

Year

Postal address

Number/Street

Suburb/City/
Country

State

Postcode

Telephone/Mobile

Email address

What is your citizenship status? (please tick the box that relates to you)

I am an Australian citizen

If ticked, attach certified proof eg birth certificate, passport etc

I am a New Zealand citizen

If ticked, attach certified proof

I am the holder of an Australian permanent visa (including humanitarian visa)

If ticked, attach certified proof

I am on an international visa (eg student, spouse, diplomatic, temporary, bridging)

If ticked, attach certified proof

Section B Monash University unit detailsPlease list below the units you wish to apply for. Unit offering details including semester and mode of offering are located online at Monash University Handbook at: monash.edu/pubs/2018handbooks/how-to-use-the-handbook.html

Unit code	Unit title	Year	Semester	Day/DE Evening	Campus	Office Use Only	
						Approved? Yes/No	Authorised by



Section E English language requirements

Please indicate how you have met the Monash University English requirement. Please refer to *Section 2.1.1 English language requirements for admissions to award courses or units of study* in the Admission to Coursework Courses and Units of Study Procedures: monash.edu/_data/assets/pdf_file/0020/802235/Admission-to-Coursework-Courses-and-Units-of-Study-Procedures.pdf. You must attach certified evidence of having met these requirements (eg an official transcript of results). Some faculties may require a higher level of performance than that indicated below. Applicants are advised to contact the teaching faculty prior to lodgement of application

Have you attached certified proof of having met any existing prerequisites?

Yes

No – there are no prerequisite requirements

Section F Prerequisite requirements

Where prerequisite requirements exist for the unit(s) you wish to study, you must attach certified evidence of having met these requirements (eg an official transcript of results).

Have you attached certified proof of having met any existing prerequisites?

Yes

No – there are no prerequisite requirements

Applicant's declaration

I declare that the information supplied on this form and the information given in support of my application is correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application and/or academic transcript may result in the withdrawal of an offer of a place. I authorise the university to obtain official student records from any educational institution necessary to make an informed decision about the application or matters that concern the student's enrolment. I agree to abide by the student charter, statutes, regulations and policies of the university as amended from time to time and agree to pay all fees, levies and charges directly arising from my enrolment.

Signed:

Date:

This document must be signed by original hand – electronic signatures will not be accepted by Monash University. Please print and sign the form.



Office use only (faculty/department/school approval)

Offer

Conditional offer

Reject

Selection Officer

Logged

Keyed

Letter sent

Comments

Processed by:

Date